

**TOWN OF HAMILTON
BOARD OF SELECTMEN
JANUARY 19, 2016**

The Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, January 19, 2016 with Scott Maddern, Marc Johnson, Shawn Farrell, Jeff Hubbard, Bill Wilson present. Town Manager Michael Lombardo, Town Clerk Andrea Carlson, Director of Planning and Inspections Patrick Reffett, DPW Director Bill Redford, Recreation Director Sean Timmons, Recreation Board members Steve Ozahowski and Phil Tocci also present.

Call to order

Scott Maddern called the meeting to order at 7:00 p.m. Town officials expressed condolences to Fire Chief Phil Stevens for the passing of his wife Helena.

Public Comment

Carin Kale and Lauren Pryor from the League of Women Voters spoke about document the LWV created containing information about how a person could run for public office in Hamilton and Wenham. Videos are being produced by the LWV consisting of interviews of public officials relative to their reasons for running for public office.

Chairman/Selectmen reports

Jeff Hubbard described how he and HDC member Dave Carey had developed a list relative to the HDC and downtown improvements. Marc Johnson had been reviewing numbers related to Town business. Bill Wilson summarized level services school budget hearings, capital programs for HWRSD, other school meetings that will address athletics, maintenance and technology. Other costs to be reviewed include OPEB, healthcare costs and SPED (25% of school budget). Assistant Superintendent of Learning Dr. Celeste Bowler has resigned and structure of administration will be reviewed before replacement hiring is done. FinCom meetings with department heads and BOS will occur in the next few weeks.

Shawn Farrell reported on continued hearing for Canterbrook project by Planning Board, stakeholders meeting on zoning by-law revision, Recreation board looking for support for turf field, pool demolition started, Conservation Commission denied Notice of Intent project at 470 Essex Street, and Order of Conditions was granted for Lakeshore Avenue, how leaves cannot be dumped in wetland areas, property at 159 Asbury Street

will be demolished, opening on Open Space Sub-Committee, and CPC tabled project decision on Patton Homestead as well as Winthrop School playground and the turf field project design costs in part until support from Wenham CPC is assessed. Maddern spoke to zoning by-law stakeholder meeting, and photo opportunity at Patton Homestead relative to \$156,000 for community housing and \$1 million from sale of property with C.P. Berry. He also mentioned the potential for lower electricity rates as part of municipal electricity aggregation.

Town Manager's Report

Town Manager Michael Lombardo reported that Town would resume issuing tax bills on a quarterly basis, FinCom will be meeting with department heads to discuss new fiscal year budget, annual audit report will be presented to BOS in next few weeks, river walk at Patton Homestead is nearly done and canoe/kayak launch is next step with ECGA as well as access to back of property, 404 building permits issued for year representing \$172,000 in fees, street lights at Patton Park have been adjusted and others can be if there are issues for residents, 11 of 12 foundations have been poured at Patton Ridge development, Essex Street path estimates will be in soon, North Shore Coalition's effort on structuring a regional public health agency, and community choice aggregation (electricity) program where a memo will be coming from Town officials soon, the Town is saving \$20,000 a year in a current 1-year agreement for electricity.

Consent Agenda

Maddern read the following items:

- Appoint Steve Ozahowski, Keith Glidden, Anne Gero, and Chris Davis as the Adhoc Land Acquisition Committee. The Committee, within three months, will develop a ranking system for guidance purposes, which may be applied to all of properties or easements that should be considered for acquisition.
- Approve recommendations of Deputy Tree Warden following Tree Hearing of January 7 and outlined in memo of January 13, 2016.
- Approve minutes January 4, 2016 – Regular Session

Johnson moved to approve the Consent Agenda. Farrell seconded the motion. VOTE: Unanimous.

Agenda

- Semi-annual Department of Public Works report to the Selectmen by Director Bill Redford

Bill Redford reported on new hire in his department driver/laborer Scott McCulloch, and enumerated on the number of staff in the department. He noted that half of the staff has more than 20 years of experience so new hiring will be done in the next three to four years. Other items mentioned included:

- state's mosquito control district doing work on Highland Street near the Wenham line,
 - spring inspection planned for water storage tank,
 - peer review for water treatment plant,
 - digitization of water department records,
 - sampling and dosing done at School Street well,
 - planned improvement of work order system including with HWRSD,
 - Essex Street sidewalk hearing,
 - Ipswich River water is flowing higher,
 - When department trucks start plowing after receiving call from ECO.
- Annual Town Meeting location

Discussion ensued with Town Clerk Andrea Carlson about how the HW Regional High School auditorium is not available for the ATM on April 2, 2016. The shared High School/Miles River Middle School gym has more capacity than Winthrop School for the spring Town Meeting. Discussion addressed how Bill Melville will coordinate technology (i.e., microphones), and need for a new projector. Also noted was that the Town officials could work with HWRSD regarding use of vendor to provide chairs for large events.

Bill Wilson moved to approve holding the ATM at the HW Regional High School. Johnson seconded the motion. VOTE: Unanimous.

- Turf Field/CPC Application Update – S. Timmons

Discussion ensued about working group moving forward with turf field project. The Recreation Master plan identified the need for renovated or additional fields in Town based on over usage of existing athletic fields by youth and school sports groups. The design and engineering cost through site plan review for the field is \$68,000 (\$45,000 for

Hamilton and \$23,000 for Wenham). The CPCs in both towns are reviewing the eligibility for CPA funding. Private and corporate sponsors will also be sought for the balance of the funding for the turf field project. To date support has been seen from Hamilton (\$500,000 allotted from Patton property sale) and Wenham families. The turf field project continues to be evaluated by town and school officials in Hamilton and Wenham (before support for project is decided). The design phase will identify what field work would be proposed and related cost.

Hubbard noted that the CPC is analyzing if a project on school grounds should be funded by CPA which is proposed for school and community use (when High School sports would not be using the field). Also, total funding for the project would be 66% from Hamilton (\$750,000) and 34% from Wenham (\$250,000). The Wenham CPC is looking at a golf course purchase in that town. Also mentioned was the importance of lights to extend the usability of the field.

Discussion ensued about scope of the project (\$6 million) for turf field as well as tennis courts and softball field at the High School and there could be phases to add additional fields in five-plus years beyond initial concentration on turf field. The towns are short in field capacity and types of fields (only two fields are regulation size for lacrosse). Timmons opined that CPA funds could be used for design and engineering cost this could be a different situation for construction costs.

Maddern mentioned that sports are the primary use of Patton Park so it is not used as much as a park. Also noted was that the Town does not have the flexibility to move different sports to different fields due to field configuration (i.e., combined campus at high school, middle school). Discussion addressed how the maintenance of Town fields is done although the amount of use required does not allow time to rest fields. Steve Ozahowski stated that Recreation board was unanimous in its support of turf field project. In addition, that construction costs go up as time goes by (i.e., swimming pool project) so he encourage action to be taken on turf field project. In response to resident Duke Seaver, Recreation Director Sean Timmons explained that life span for a turf field is 10 to 12 years where infill can be reused and carpet replaced at \$300,000 to \$350,000. Also noted was results of Gale Associates study and alternatives including a turf field.

Hubbard mentioned that CPA funds could not be used for turf carpet, permanent stands or press box. Discussion addressed how Wenham has to be on board to move the project forward. Farrell noted how the CPC is asking applicants to come forward with capital planning rather than asking for annual funding for projects.

- Community Survey

Discussion addressed redoing the community survey that was done in 2003 to understand how residents feel about changing demographics and other changes in Town. Town officials mentioned the importance of having the questions written in such a way to prevent bias. Johnson noted that the original survey had some focus on proposed by-laws which have since been put in place so the new survey did not have to be the same. Hubbard opined how consistency with the old survey was important but agreed that there is value in determining shifts. Wilson concurred with Johnson and Hubbard. Farrell described how activities such as zoning by-law revision, consideration of 3% CPA surcharge, and open space master plan, occurring in Town are driving the initiative for a new community survey.

Discussion ensued about timing to administer the survey and compile results where Town officials expressed improbability of getting this task done before ATM. Maddern emphasized opportunity to communicate results at ATM relative to changes in Hamilton (i.e., older demographic, school enrollment is down, need for housing for seniors to free up single family homes for families with children). Also mentioned was the importance of updating the Town's master plan and future planning (i.e., are the correct services being provided at the correct cost, given the recent composition of Hamilton). Details for the survey such as how to ensure one response per household need to be defined.

- Cell tower RFP update

Patrick Reffett described how as a result of the RFP process the Town received 6 proposals and evaluation is underway for location of a cell tower(s) behind Town Hall and/or the public safety building. In person conversation will occur between bidders including Blue Sky Towers and Varsity Wireless that are qualified vendors and have submitted competitive proposals to understand what is being proposed and to work toward a favorable contract. The intent is to have three to four cell phone companies be interested in hanging antennas on a proposed tower. Height limitations could drive the number of companies. The Town owned land would be leased for cell tower use.

Discussion addressed how once a recommendation for a vendor is accepted this would go to a Town Meeting vote and if approved Planning Board review for a special permit. Reffett mentioned how the cell tower by-law passed last year had a lot of support. Selectmen emphasized interest in a solution that would provide the best coverage in Town.

Also mentioned was as the process moves forward abutters (up to 300' away) will be notified, and notice will be publicized via social media, so there will be an opportunity for participation in public hearing process as well as during warrant meetings leading up to ATM. Discussion occurred with residents Duke Seaver who suggest the School Street well site as a possible location for a cell tower, and Bob Gray who was in favor of two towers and asked how a tower in Town would be camouflaged (i.e., artificial pine tree). Wilson, who works in the wireless phone industry, offered to have a contract reviewed but noted he would recuse himself on any vote. Lombardo noted that a private venture is considering the federal process for an Asbury Street tower.

- Town Manager goals, discuss updates

Discussion was on how the goals and updates identified at the last meeting had been consolidated into a draft document and will be a topic for the next meeting.

- Set date for next meeting

The Board's next meeting is on Monday, February 1.

New Business

Consideration of topics for discussion at future Board of Selectmen meetings

Discussion ensued about topics including: CPA debt capacity, FY'16/FY'17 budget spend, holding tax bill at the same amount and metric (i.e., impact on personnel and services for Town and HWRSD) and reducing overall budget amount, as well as analysis of efficient delivery of services (i.e., per pupil cost) as part of current budget cycle.

Maddern entertained a motion to adjourn at 9:09 p.m. Wilson so moved. Hubbard seconded the motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST:


Clerk